Collection Development Committee
Meeting Summary
July 27, 2004

Present: Tim Cole, Cindy Ingold, Jane Block, Janice Pilch, Kerry Wu, Alvan Bregman, Tom Teper, JoAnn Jacoby, David Ward, Lisa German, Wendy Shelburne, Mary Mallory, Katie Newman, Esra Coskun, Rod Allen, Karen Schmidt

FY04 Close-Out: Lisa, Rod and Karen reported on the closeout for the FY04 budget. We were able to pre-pay $115,000 toward the FY05 approval plan, and prepay our CRL membership. The close-out went fairly smoothly, considering the work involved with using Banner.

FY05 Budget: Karen passed out a draft spreadsheet for FY05 funds showing serial inflation and cancellations and how numbers were derived for Voyager. Some funds have negative monograph budgets because of serial inflation and the lack of cancellations. Negative budgets cannot be entered into Voyager, so monograph budgets in these instances are entered as $0.00. The spreadsheet will help subject librarians understand how the budgets are derived. The money in the general funds was put back into these funds at present (replacements, serials sets, research) to build the budget. The CDC will be reviewing and discussing use of these funds at an upcoming meeting. Karen will send the FY05 spreadsheet out to subject librarians in the near future.

We recently were informed that the campus was providing the Library with money for operations and collections. The collections budget is to receive $200,000. At present, this money is temporary. Karen provided a draft spreadsheet suggesting that the money be divided among divisions, based on price increases. Some modifications were suggested, especially to show the dollars associated with each subject fund. The Committee voted unanimously to accept the spreadsheet with the changes that were suggested.

FY04 Allocation Process Review: The Committee discussed the recent 2% allocation process extensively. This is the first time we have had to reallocate with no new money to distribute. This meant that there were many funds giving up dollars and fewer funds gaining dollars. It is also the first time we have had the entire CDC work on the reallocation review. We tried a different scoring system this year, and identified areas that need to be changed in the future. Some of the ideas that emerged included not giving scores, but having each CDC member distribute available dollars to funds and then averaging and reviewing; working on the narrative scores/dollar allocation before the matrix numbers are known to any of us; thinking about “bigger prizes, fewer prizes” as a way of truly reallocating money to make a difference for some funds.

Strategic Plan and the Collections: Tom Teper reviewed the new sections of the Strategic Plan that relate to collection development and management. The Strategic Planning Committee based its work on feedback from the many Library-wide discussions that were held earlier. He asked that feedback on these sections come to his attention.
The final document will be reviewed and discussed by the faculty at an upcoming faculty meeting.

**Electronic Resources Report:** Wendy reminded everyone that Ovid will not work on Netscape version 6 and lower. The Wilson databases Applied Science and Technology and Humanities Abstracts have been renewed via Ebsco, and the others have been cancelled. We have been alerted that the Oxford University Press titles have been turned on via ingenta. This is not the solution we were seeking, and Wendy has asked that our access be turned on at the OUP site directly.

**Market Factor:** Esra Coskun, the collections GA, developed a power point presentation that lays out the decisions that we need to make to incorporate the market factor into the matrix. Karen will send out the presentation to the Committee and we will discuss this at our August meeting.